

HOME

VACATING YOUR HOME TEMPORARILY CHECKLIST

- Have the heating and air conditioning units inspected and serviced
- Contact a landscape maintenance company to maintain your yard and shrubs in your absence
- Contact a snow removal company to remove snow from your driveway and sidewalks in your absence
- Winterize water pipes if leaving a home vacant in the winter
- Have fireplaces serviced and close flues tightly
- Install hurricane shutters or hire a company that will do this if needed
- Clean gutters and downspouts and make sure water runs clear of the house
- Trim trees and shrubs away from home
- Secure or remove and store exterior items such as chairs, tables, umbrellas, garbage cans, etc.
- Consider installing a device that indicates when the temperature of your home rises or falls above or below a certain temperature
Tip: Purchase a device that can be monitored from a neighbor's home
- Install new air filters
- Have irrigation systems winterized or checked in your absence
- Remove hoses and handles from exterior water spigots
- Install an alarm on sump pumps
Tip: purchase one with the ability to call your cell phone if an alarm is sounded
- Consider installing smoke and carbon monoxide alarms that are wired into your home security system and have all monitored in your absence
- Verify alarm monitoring company has your current contact information
- Open all interior doors including closets for good circulation of air
- Shut off the power to your water heater
- Transfer phone number to a cell or phone at another location
- Hire a pool maintenance company to maintain and monitor pools and spas
- Contact phone, utility and cable/dish companies to request a suspension of your service
- Check every exterior door and window to confirm they are locked and sealed properly
- Ask a trusted friend or neighbor to check your home weekly
- Leave dates your home will be vacant and contact information with homeowner's association, the police department and trusted neighbors
- Seal drains in your home to prevent water in traps from evaporating
- Use an antibacterial solution in whirlpool tubs that won't be used
- Place bleach in toilet tanks and cover toilets with plastic wrap to prevent evaporation
- Detach washing machine drain hose and seal the opening
- Unplug all appliances and other electrical devices
- Remove and store outside antenna/satellite dish
- Notify gas company to turn off gas to the dwelling
- Make sure that homeowner's association has your alternate contact information
- Clean out refrigerator and prop open the doors
- Take critical documents, photographs and computers with you ([see Business/Finance, Financial Papers Checklist](#))
- Elevate items usually stored on the floor
- Cancel or suspend newspaper delivery
- Forward or place hold on mail
- Pay any bills in advance or sign up to receive bills on line
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